

**MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD
WEDNESDAY, JULY 19, 2017 AT 2:00 P.M. IN THE ECUA BOARD ROOM AT 9255
STURDEVANT STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL**

Members present: Vicki Campbell, Chairman
Larry Walker, Vice Chairman
Deborah Benn
Lois Benson
Catherine Booker
Chuck Kimball (arrived at 2:44 p.m.)
Elvin McCorvey
Louise Ritz

Members absent: Dale Perkins
Randy Ponson
Mike Steltenkamp
Josh Womack

Staff present: Steve Sorrell, Executive Director
John Daane, Director of Information Technology
Tim Haag, Director of Government Affairs
Linda Iversen, Executive Assistant to the Board
Bill Johnson, Director of Engineering
Petra Owens, Technology Integrator
Jim Roberts, Public Information Officer
Kim Scruggs, Assistant Director of Human Resources
and Administrative Services
Patricia Sheldon, Director of Finance
Justin Smith, Assistant Director of Finance
Cindy Sutherland, Director of Human Resources and
Administrative Services

ITEM A - INVOCATION AND PLEDGE OF ALLEGIANCE

Ms. Benn provided the invocation and led the Pledge of Allegiance.

ITEM B - CALL TO ORDER

Chairman Campbell called the regular meeting of the ECUA Citizens' Advisory Committee to order at approximately 2:01 p.m.

ITEM C - ADOPTION OF AGENDA

Chairman Campbell indicated that item N(1) – Sungard replacement was added to the agenda.

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A motion was made by Ms. Benson, seconded by Mr. McCorvey, to adopt the agenda as presented and amended. Motion carried 7-0.

ITEM D - OPEN FORUM

Mr. Butch Hansen, 101 W. Lloyd Street, Pensacola, FL, addressed the Committee representing the Veteran's Memorial Park Foundation, requesting ECUA's assistance in locating the water and sewer lines at the Park so that bathroom facilities could be added.

Mr. Sorrell stated that ECUA would gladly locate the water and sewer lines up to the meter. ECUA does not have any resources indicating what was done on the property.

ITEM E - APPROVAL OF MINUTES

A motion was made by Ms. Benn, seconded by Ms. Ritz, to approve the minutes of the regular meeting of June 21, 2017 as presented. Motion carried 7-0.

ITEM F - AWARD OF BID – FIRE HYDRANTS AND FIRE HYDRANT EXTENSIONS

A motion was made by Mr. McCorvey, seconded by Ms. Benson, that the Board approve the first year of an annual contract, which includes two optional one-year extensions upon mutual agreement of both parties with no increase in price, with HD Supply Waterworks of Pensacola, FL, the lowest overall bidder meeting specifications to supply fire hydrants for an estimated cost of \$129,982.32 and various extensions at an estimated cost of \$14,796.00 for a total cost of \$144,778.32, with funding from the appropriate budget line item. Motion carried 7-0.

Dr. Walker inquired if ECUA still provides bulk water to some of the private water co-ops in northern Escambia County. Mr. Sorrell responded that he believes we do not but would check and let him know for sure.

**ITEM G - CONTRACT EXTENSION – ANNUAL ELECTRIC MOTOR AND
SUBMERSIBLE PUMP REPAIR AND REWIND SERVICES**

A motion was made by Ms. Ritz, seconded by Ms. Benn, that the Board approve the first of two two-year optional extensions of the current contract with Gulf Coast Electric Motor Services, Pensacola, FL, for the repair of electric motors and submersible pump repair and rewind services, at a proposed total cost of approximately \$675,000 annually, with funding from the

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appropriate budget line item or CIP Projects RS008T or RW522A. The duration of the contract will be for two years. Motion carried 7-0.

ITEM H - CONTRACT EXTENSION – SMALL SCALE UTILITY PROJECTS

A motion was made by Mr. McCorvey, seconded by Ms. Booker, that the Board approve extension of the Small Scale Utility Projects contract as awarded to Evans Contracting, Inc., with original bid prices, for one additional year from the original date the contract was executed. Motion carried 7-0.

ITEM I - CONTRACT EXTENSION – ANNUAL WATER WELL MAINTENANCE AND REPAIR

A motion was made by Ms. Ritz, seconded by Ms. Benn, that the Board waive the requirements for bidding and award a contract to Layne Christensen Company of Pensacola, Florida, for an additional year at the current contract terms and prices, with funds allocated from CIP Project RW901- Well Maintenance and Testing. Motion carried 7-0.

ITEM J - EXTENSION OF INTERLOCAL AGREEMENT WITH SANTA ROSA COUNTY

A motion was made by Ms. Benson, seconded by Ms. Benn, that the Board approve the first three-year renewal of the Interlocal Agreement between the ECUA and Santa Rosa County to allow the ECUA to continue to provide waste collection services within Santa Rosa County, FL, through December 31, 2020. Motion carried 7-0.

ITEM K - GROUP BENEFITS – FISCAL YEAR 2018

A motion was made by Ms. Benson, seconded by Ms. Benn, that the ECUA Board approve the proposed benefits package for fiscal year 2018 described in the first Option at a total estimated additional cost of \$145,000.00 over fiscal year 2017, with the following plan components included. Motion carried 7-0.

- 1) renew with FMIT as the medical insurer, and
 - a. offer two plan designs, one High Deductible Health Plan (HDHP) and one traditional Preferred Provider Organization (PPO) plan, and

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- b. provide a portion of the employee only premium for the two plans, and

Plan	Tier	ECUA Monthly Contribution
Plan 5 – HDHP	Employee Only	726.87
Plan 14 – PPO	Employee Only	746.34

- c. provide a portion of the dependent premium for the two plans, and

Plan	Tier	ECUA Monthly Contribution
Plan 5 – HDHP	Spouse	574.32
Plan 5 – HDHP	Child(ren)	444.49
Plan 5 – HDHP	Family	1,139.97
Plan 14 – PPO	Spouse	542.20
Plan 14 – PPO	Child(ren)	425.76
Plan 14 – PPO	Family	1,096.85

- d. contribute \$850.00 of the employee deductible or \$1,275.00 of the family deductible into a health savings account (HSA) for each employee enrolled in the HDHP;

- 2) approve renewal with WageWorks as the flexible benefits administrator.

Ms. Benson inquired as to when and why the amount ECUA contributes to the employee HSA accounts was reduced from the Board approved \$1,000 contribution. Ms. Scruggs indicated it was reduced based on a formula utilized by staff.

ITEM L - INFORMATIONAL REPORTS:

The following reports were presented for information only and did not require action.

- (1) Presentation by Staff – Enterprise Resource Planning
- (2) Water Production monthly report – June 2017
- (3) Water Reclamation monthly report – June 2017 - Dr. Walker

inquired as to the requirement to expand our treatment plants once they reach the 70% capacity mark. Mr. Sorrell indicated that at this juncture ECUA does not need to do anything.

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ITEM M - UNFINISHED BUSINESS

None.

ITEM N - NEW BUSINESS

(1) Sungard replacement

A motion was made by Ms. Benson, seconded by Ms. Benn, that the
Board:

(a) Rank the proposals in the following order:

1. Tyler Technologies
2. Cogsdale
3. Quintel


and

(b) Authorize the Executive Director, or his appointee, to enter into contract negotiations with the vendors in accordance with their ranked order, i.e., negotiate with Vendor #1, and if those negotiations fail, move to Vendor #2, etc. Motion carried 8-0.

ITEM O - ADJOURNMENT

There being no further business to come before the regular meeting of the ECUA Citizens' Advisory Committee, Chairman Campbell declared the meeting adjourned at approximately 3:03 p.m.

Respectfully submitted,



**Stephen E. Sorrell
Executive Director and
Secretary**

**APPROVED BY THE ECUA CITIZENS' ADVISORY
COMMITTEE IN A MEETING ON 08/16/17.**

- (X) Without corrections/amendments.
() With corrections/amendments being:**